

24 September 1971

MEMORANDUM FOR: Director of Training

THROUGH : Chief, Operations School

SUBJECT : Course Report, CS Records II #2-72  
dated 13 - 17 September 1971

Student Body

1. Thirteen students attended the course. Four were from SB Division, three from EUR, two from NE, one from FE, and three from ISD. They ranged in grades from GS-04 through GS-14 (average, GS-07) and in length of service from one year through thirteen years (average, 4.6 years).

Course Content and Presentation

2. There were no changes in course content. However, the experience and performance level was considerably higher than usual, enabling us to cover the material a good deal more rapidly than is the case with most classes.

Speakers

25X1A

3. [REDACTED] appeared as the representative of CI/OA and did a straightforward, professional job of discussing the functions of his office and its relation to the name-tracer. We hope that he will be with us again in future sessions.

25X1A

4. [REDACTED] C/CRS/Eastern Europe, discussed the support available in CRS to the CS name tracer. He had a number of interesting illustrations from the records of his own area, and fielded the student questions effectively.

5. The speakers from OS/OSD were unable to attend because of last-minute conflicts in the Office of Security. Their presentation was handled by the Chief Instructor.

25X1A

6. [REDACTED] FI Staff, drew on his own Headquarters and field experience in discussing the items to be kept in mind when preparing a dispatch to the field, replying to a request for traces. He did a good job of explaining what actions are likely to be taken on the basis of such a reply, and why some apparently innocuous items can be important to the Case Officer. His talk was referred to several times in the critique of the student papers at the end of the course.

Student Critiques

7. Many of these were complete and thoughtful. One in particular suggested that the name-trace exercise would be more effective if the marks made by previous students could be removed from the sample papers. We are taking steps to have our stock overhauled before the next running.

Chief Instructor's Comments

25X1A

25X1A

8. This was a particularly challenging class, for most of the students had at least some degree of experience in name tracing. [REDACTED] OSG/Bio, volunteered that she is part of a group involved in tracing more than two thousand [REDACTED] Rapport among the students was very good, and there was considerable discussion and comparing of notes before the course ended.

25X1A

[REDACTED]

Chief Instructor

Attachments:

- A. Course Schedule
- B. Student Roster
- C. Student Critiques

Distribution:

- Original - DTR
- 1 - DDP/TRO
- 2 - OS/ST/TR

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Course Report, CS Records II #2-72 dated 13 - 17 September 1971

FROM:

Chief Instructor

EXTENSION

3396

NO.

05 0282-71

DATE

24 September 1971

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DC/OS/ST

27 Sept

KR

2. C/OS

9/27

XB

3. SA/CD

9/28

AM

4. ~~SA/CD~~

5. DTR

HTV

6.

7. DDP/TRO  
3C-29 Hqs

14 SEP

10/14

R

8.

9.

10.

11.

12.

13.

14.

826, C of C

15.

Believe the statement of "Objectives" should state more explicitly and precisely what the student is supposed to know and do as a result of the course. Course content & effectiveness appear excellent.

25X1A

25X1A

# MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

attachment